The Computing Tutor

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How to Approach Assignment 2 – Part C

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How your Assignments are assessed

Each assignment is made up of Tasks.

You have Pass Tasks, Merit Tasks and Distinction Tasks.

You must complete **ALL** pass tasks to achieve a **Pass**.

You must complete **ALL** merit tasks to achieve a **Merit**.

You must complete **ALL** distinction tasks to achieve a **Distinction**.

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How your Assignments are assessed

If you do not complete all PASS tasks, you have **NOT PASSED** the Assignment.

If you complete all PASS tasks, but do not complete all MERIT tasks you have **PASSED** the assignment.

If you complete **most** PASS tasks, and **all** MERIT and **all** DISTINCTION tasks, you have still **NOT PASSED** the unit.

You will get a single resubmission attempt to improve your mark.

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P5 Tasks - 1

This is where you actually build your spreadsheet

You will need to use the designs you created in Part B

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P5 Tasks - 2

If you build something that doesn’t look like your designs, you could be at risk of losing marks

If necessary, you will need to change your designs

BUT you will also need to change anywhere you reviewed your design, as your original will now have changed

This is RISKY

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P5 Tasks - 3

You will need to show all the features of the spreadsheet you used to create your model

You will need a screenshot of each feature being used in your spreadsheet

You will need an explanation of what it is doing

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P5 Tasks 4 – Spreadsheet features

- The features include:
- Your actual functions and formulas
- Mathematical Operations: Plus, minus, SUM, AVERAGE, COUNT
- Any logical functions, e.g:
- If, and , not
- Any nested IF functions

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P5 Tasks 5 – Spreadsheet features

- The features include:
- Anywhere you are manipulating data
- Sorting, filtering, grouping
- Any use of Autofill
- Any use of cell replication
- Any use of ABSOLUTE or RELATIVE cell referencing

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P5 Tasks 6 – Spreadsheet features

- The features include:
- Any macros or buttons
- Any macro code you created
- Any data entry forms

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